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DESCRIPTORS *Adult Education: Annotated Bibliographies: Basic Skills: Bibliographic Citations: Citizenship: Community Services: Consumer Education: *Educational Resources: Health Education: *Instructional Materials: Job Skills: Learning Disabilities: Mathematics: Mentally Handicapped: Money Management: Nutrition: Reading: Reference Books: Safety Education: Sex Education

ABSTRACT

This annotated bibliography of instructional materials for adult educators in institutional settings lists materials available in fourteen areas: basic skills, citizenship education, community services, consumer education, health and safety, mathematics, meal planning, money management, personal information/general life skills, pre-employment orientation, reading, sex education, and teacher resource. The materials serve adult learners classified as learning disabled or mentally retarded. Each citation contains the following sections: Title, author, publishing company/supplier, format, appropriate utilization, brief description, comments on usage, and name of contributor. An index of book titles is included. (LRA)

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ANNOTATED BIBLIOGRAPHY FOR ADULT EDUCATORS IN INSTITUTIONAL SETTINGS

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Adult Education Department
Southeast Pennsylvania Rehabilitation Center
A Program of Elwyn Institutes
Elwyn, Pennsylvania 19063

AN EXPLANATION

The annotated bibliography on the following pages was prepared by the adult education staff of the Southeast Pennsylvania Rehabilitation Center as part of the workshop for adult educators in institutional settings.

Adult educators in programs other than the Southeast Pennsylvania Rehabilitation Center also contributed to the bibliography. A complete list of contributors is included on the last page.

The comments on all instructional materials are opinions of the educators based on their experience utilizing the various texts. The comments are not intended to offend authors or publishers, but to aid adult educators working with special needs adults in the search for appropriate and effective instructional materials.

The bibliography does not contain a complete list of all available books but a sizeable sampling emphasizing coping skills.

The workshop was funded, in part, by Section 309 of the Adult Basic Education Act.

TABLE OF CONTENTS

BASIC SKILLS.....pg. 1,2

Communication - Ablest Series..... 1
Signs..... 1
Signs Around Time..... 2
Time and Telling Time..... 2

CITIZENSHIP EDUCATION..... 3-5

Being An Informed Citizen..... 3
Foundations of Citizenship..... 3
Government by the People..... 4
The Law for You..... 4
To Be A Good American..... 5

COMMUNITY SERVICES..... 6-7

Community Services - Ablest..... 6
Recreation and Leisure Time - Workbook..... 6
Using Community Resources..... 7

CONSUMER EDUCATION..... 8-11

Buying Guides..... 8
In and Around (Let's Get It Together Series)..... 8
Let's Go Shopping..... 9
The Mott Basic Language Skills Program/Consumer Buying
Basic Numbers and Money..... 9
Planning For Your Own Apartment..... 10
Understanding Consumer Credit..... 10
Your Shopping Dollar..... 11

HEALTH AND SAFETY..... 12-15

Family First Aid Guide..... 12
First Aid and Personal Safety..... 12
Getting Medical Assistance..... 13
Health - Ablest Series..... 13
Health,Safety and Sanitation..... 14
Keeping Your Health..... 14
This Is Your Body..... 15
Values of Health..... 15

MATHEMATICS..... 16-21

Arithmetic Skills Workbook..... 16
Growth in Mathematics..... 16
High School Equivalency..... 17
Mastering Fundamental Mathematics..... 17
Number Power..... 18
Reaching Math Competence..... 18

TABLE OF CONTENTS

MATHEMATICS (cont')....pg. 16-21

The Spectrum Mathematics Series....19-21

Red Book....19
Orange Book....19
Yellow Book....20
Green Book....20
Blue Book....21
Purple Book....21

MEAL PLANNING....22-23

57 Daisy Place....22
Getting Ready to Cook....22
Planning Meals and Shopping....23
Your Food Dollar....23

MONEY MANAGEMENT....24-36

Banking, Budgeting and Employment....24
Banking Workbook....24
Budgeting....25
Dollars and Sense....25
Family Money Management....26
It's Your Money....26
Knowing How to Budget and Buy....27
Money Makes Sense....27
Money Management - Ablest Series....28
Pay Check....28
Using Money Series I,II,III,IV....29
Working Makes Sense....29

PERSONAL INFORMATION/GENERAL LIFE SKILLS....30-32

Be Informed Series 1-10....30
Be Informed Series Units 11-20....30
Everybody Guesses (Let's Be Informed Series)....31
Getting Applications Right....31
The Money Series....32

PRE-EMPLOYMENT ORIENTATION....33-36

Application Forms....33
Finding Work....33
How to Get a Job and Keep It....34
The Jobs Book: How to Find and Keep a Job....35
Occupations....35
Out of Work....36

TABLE OF CONTENTS

READING.....pg.37-43

Machine Age Riddles.....37
The New Streamlined English Series-Book I.....37
Book II.....38
Book IV.....39
Book V.....39
Merritt Linquistic Reading Program.....39
Read the Instructions First.....40
Reading Achievement.....40
News for You.....41
Reading Competence.....42
Reading Performance.....42
Real Life Reading Skills.....43

SEX EDUCATION.....44-47

Facts About Sex.....44
Facts About VD.....44
Family Planning.....45
Having A Baby Series.....45
Our Bodies Ourselves.....46
Planning Your Family.....46
Ready or Not (Let's Get It Together Series).....47

TEACHER RESOURCE.....48-49

Changing Children's Behavior.....48
Conflict in the Classroom.....48
Positive Addiction.....49

LIST OF CONTRIBUTORS.....50

INDEX - BY BOOK TITLE.....i,ii

BASIC SKILLS

TITLE: Communications - Ablest
AUTHOR: Mr. Rousseau

Publishing Company/Supplier: 309 Adult Education Special Project
Lancaster, PA

Format: Series: Ablest Series
Booklet

Appropriate Utilization: Student Population: MR adults with limited academics
Age Level - Adult
Academic Level - 4th & 5th grades

Brief Description: Telephone and telephone book skills, time, using transportation, applications and personal letters. Short paragraphs with pictures, also written in Spanish and French.

Comments on Usage: Short and to the point.

Name of Contributor: W. Barbarick

TITLE: Signs (Book 1 of a Series on Signs)
AUTHOR: Sol Gordon

Publishing Company/Supplier: New Reader Press
Syracuse, N.Y. Copyright 1979

Format: Series
Workbook

Appropriate Utilization: Student Population - Adult MR
Age Level - Adult
Academic Level - Approximately 3rd-4th

Brief Description: Booklet is a series of photographs from every day life experiences; bus stop, furniture store, fast-food places, stop sign, mail truck, also various store windows.

Comment on Usage: I found it to be a difficult tool in teaching basic recognition sign reading, some pictures contained too much information; while others were poorly photographed.

Name of Contributor: John McKee

TITLE: Signs Around Town
AUTHOR: Calvin Greatsinger

Publishing Company/Supplier: New Readers Press
New York, NY

Format: Workbook

Appropriate Utilization: Student Population: MR.LD. adults with limited academics
Age Level: wide range of application
Academic Level: 3.0 to 5.0

Brief Description: This book is designed to familiarize students with survival information necessary for every day living.

Comments on Usage: Lessons taken from many different situations and every day experiences.

Name of Contributor: Suzanne Berkery

TITLE: Time and Telling Time
AUTHOR: Bertha Mae Wiley

Publishing Company/Supplier: Fearon

Format: Workbook

Appropriate Utilization: Student Population: MR,LD,ED adults with limited academics

Age Level: varied,suitable for adults
Academic Level: 1-4

Brief Description: Contains a brief history of our time system and clocks.Skill areas covered include the parts of a clock, telling the hour, roman numerals, measuring time, after the hour, before the hour, half hours, quarter hours, writing time in numbers, seconds and AM/PM.

Comments on Usage: Skills are very basic. The reading level appears too high for the skill levels being taught. Teacher explanation and reading of instructions would be necessary.

Name of Contributor: Mary Burgents

TITLE: Being an Informed Citizen
AUTHOR: Stephen S. Udvari

Publishing Company/Supplier: Steck-Vaughn Co.

Format: Textbook

Appropriate Utilization:
Student Population: Junior high and up to adult
Age Level: 15 and up
Academic Level: Intermediate/High

Brief Description: Covers rights as a citizen, citizen responsibilities, voting, government information and opinion and propaganda and opinion.

Comments on Usage: Good in covering basic information in citizenship - used as a supplement to other materials.

Name of Contributor: Terry Morelli

TITLE: Foundations of Citizenship
AUTHOR: Benard Shaun

Publishing Company/Supplier: Frank E. Richards Publishing Co., Inc.

Format: Textbook

Appropriate Utilization:
Student Population: Adults MR,LD
Age Level: 18 and up
Academic Level: high reading level

Brief Description: Starts with the community and the student part as a citizen. Goes into taxes, income, insurance, leisure time, life situations and activities.

Comments on Usage: A good reference for taxes and explaining income and taxes.

Name of Contributor: Terry Morelli

TITLE: Government by the People
AUTHOR: Katie Baer

Publishing Company/Supplier: New Readers Press
New York, N.Y.

Format: Textbook

Appropriate Utilization: Student Population: MR,LD,ED,adults with limited academics
Age Level: wide range of application
Academic Level: 7.0 to 8.0

Brief Description: This text covers information about the federal government in a basic, clear approach.

Comments on Usage: Text provides an abundance of information on the government - good as a reference book as well as a textbook.

Name of Contributor: Suzanne Berkery

TITLE: The Law for You
AUTHOR: H. MacBohlman, J.D.

Publishing Company/Supplier: Follett Publishing Co.
Chicago

Format: Series

Appropriate Utilization: Student Population: MR,LD,ED. adults with limited academics
Age Level: wide range of application
Academic Level: 6.0 to 8.0

Brief Description: This book is concised, easy to read materials that teach the value and social skills needed in our society.

Comments on Usage: Appropriate for usage of every day living.

Name of Contributor: Suzanne Berkery

TITLE: To Be a Good American/In Your State-Book 3
AUTHOR: Hudson and A. Weaver

Publishing Company/Supplier: Fearon
Palo Alto, California

Format: Workbook (perforated)

Appropriate Utilization: Student Population: MR,LD,ED adult with limited academics
Age Level: Adults
Academic Level: 4th and 5th grades

Brief Description: Description of State, Constitution, State Legislature, courts, state services and state taxes. Short definition, description and exercise at end.

Comment on Usage: Good for high level, short reading with reinforcing questions at end. Gives student good overall view of the State.

Name of Contributor: W. Barbarick

TITLE: Community Services - Ablest Series
AUTHOR: M. Rousseau

Publishing Company/Supplier: 309 Adult Education Special Project

Format: Series: Ablest

Appropriate Utilization: Student Population: MR,LD,ED adults with limited academics
Age Level: adults
Academic Level: 4th and 5th grades

Brief Description: Focuses on different services that a typical community would offer, ranging from direct to indirect. Format includes paragraphs with pictures.

Comments on Usage: Useful as introduction into community services

Name of Contributor: W. Barbarick

TITLE: Recreation and Leisure Time Workbook
AUTHOR:

Publishing Company/Supplier: Interpretive Education

Format: Workbook

Appropriate Utilization: Student Population: Junior high and up
Age Level: 14 and up
Academic Level: Intermediate/high

Brief Description: Exercises (written) on what to do with recreation and leisure time.

Comments on Usage: Good guideline for a leisure awareness class.

Name of Contributor: Terry Morelli

COMMUNITY SERVICES

TITLE: Using Community Resources
AUTHOR: McVey and Associates, Daniel Fishco, Curtis Ulmer

Publishing Company/Supplier: Follett

Format: Workbook

Appropriate Utilization: Student Population: MR,LD,ED. adults with limited academics
Age Level: Designed for adults
Academic Level: 4-5

Brief Description: Includes ample questions for review of lessons. Contains the following topic areas: defining community resources, using the phonebook-white pages, yellow pages; how to use the yellow pages to find a job, find schools, find a doctor, emergency telephone numbers.

Comments on Usage: Requires reading skills. Examples are age-appropriate for adults which is unusual for a book dealing with telephone skills.

Name of Contributor: Mary Burgents

TITLE: Buying Guides
AUTHOR: S. Udvari & J. Laible

Publishing Company/Supplier: Steck-Vaughn Co.
Austin, Texas

Format: Series
Booklet

Appropriate Utilization: Student Population: MR
Age Level: Adult
Academic Level: 4th. - 5th grades

Brief Description: Content includes: how to buy wisely, smart food shopping, how to buy clothes, buying home furnishings, buying home appliances, and satisfaction guaranteed, charts, guides, checklists and pictures.

Comments on Usage: Good aids in book. Good detail for all areas.

Name of Contributor: W. Barbarick

TITLE: In and Around (Let's Get It Together)
AUTHOR: Margaret Dewald

Publishing Company/Supplier: Ginn and Company-A Xerox Education Co.
Lexington, Massachusetts Copyright 1974

Format: Textbook
Series

Appropriate Utilization: Student Population: Adult MR
Age Level: Adult
Academic Level: 7-9th

Brief Description: Written situations involving different families, how to find an apartment, buy a television, buy a house, mobile home, organize neighborhood group.

Comments on Usage: Well written and with some nice illustrations. It cannot be used with our student population. Reading level is for most part too high, many family situations would not apply.

Name of Contributor: John McKee

TITLE: Let's Go Shopping
AUTHOR: Maryl L. Landy

Publishing Company/Supplier: Frank E. Richards Publishing Co.
New York

Format: Workbook

Appropriate Utilization: Student Population: MR.LD. adults with limited academics
Age Level: wide application
Academic Level: 4.0

Brief Description: This workbook introduces different types of stores, kinds of merchandise stores sell and store related vocabulary.

Comments on Usage: Appropriate for low functioning student to familiarize them with a variety of stores. This book also provides a guide to shopping wisely.

Name of Contributor: Suzanne Berkery

TITLE: The Mott Basic Language Skills Program/Consumer Buying Basic Numbers & Money
AUTHOR: Chapman, Copeman, Schulz & Schulz

Publishing Company/Supplier: Allied Education Council
Galien, Michigan

Format: Workbook

Appropriate Utilization: Student Population: MR
Age Level: Adult
Academic Level: 4th & 5th

Brief Description: Book is divided into three sections: how to work with money, how to work with numbers, and working with the ads. Pictures to work out word problems on opposite page, answers are on same page as problem.

Comments on Usage: Need reading skills to figure out problems.

Name of Contributor: W. Barbarick

TITLE: Planning For Your Own Apartment
AUTHOR: Virginia Sweet Belina

Publishing Company/Supplier: Fearon Publishers, Inc.
Copyright 1975

Format: Workbook

Appropriate Utilization: Student Population: Varies but especially good for higher level
Age Level: high school / adult
Academic Level: approximately 5-6grade level

Brief Description: Well illustrated, good photos, well organized into eight units including getting a job, looking for an apartment, furnishing the apartment,shopping for an apartment, furniture,budgeting, decorating, and sharing apartment responsibilities.

Comments on Usage: This has been the basic text for our apartment skills course for three years. It is the best available(in my opinion) for teaching this subject area.

Name of Contributor: Gary W. Lott

TITLE: Understanding Consumer Credit
AUTHOR: H. MacBohlman, Herbert Bohlman, Edna Bohlman

Publishing Company/Supplier: Follett P. Company

Format: Workbook

Appropriate Utilization: Student Population: MR,LD,ED. adults with limited academics
Age Level: appropriate for adults
Academic Level: 6th

Brief Description:In-depth explanation of consumer credit. Topics include what is credit, good reasons for borrowing, the cost of borrowing, your ability to borrow, types of buying, borrowing with and without collateral, buying and borrowing with care, government regulations of consumer credit, cautions about credit, questions and problems.

Comments on Usage: Requires good reading skills. Explanations are clear but since the concept of credit is very abstract and complex this book would be suitable only for clients with good comprehensive skills.

Name of Contributor: Mary Burgents

TITLE: Your Shopping Dollar
AUTHOR: Shari G. Bryant

Publishing Company/Supplier: Household Finance Corporation

Format: Textbook

Appropriate utilization: Student Population: adults with limited academics;MR,LD,ED.
Age Level: 18 and above
Academic Level: high academic level

Brief Description: Presents information to help the consumer get the most value from their dollars and understand roles in the market place as purchasing agent, consumer, citizen.

Comments on Usage: Best used when teaching consumer education because it includes all aspects of buying and shopping from a consumer point of view.

Name of Contributor: Terry Morelli

TITLE: Family First Aid Guide
AUTHOR: Milton Cooper

Publishing Company/Supplier: Simon & Schuster

Format: Booklet

Appropriate Utilization: Student Population: MR.LD.ED. adults with limited academics
Age Level: 18 and up
Academic Level: 5-6 grade reading

Brief Description: Very comprehensive first aid guide, covers most common emergency situations; listed in table of contents alphabetically; large print with hand sketched illustrations.

Comments on Usage: Very helpful with lower reading levels where illustrations are more helpful than print; bold-faced heading and sub-headings facilitates usage.

Name of Contributor: Joseph Cipolla

TITLE: First Aid & Personal Safety
AUTHOR: American National Red Cross

Publishing Company/Supplier: Doubleday & Company, Inc.

Format: Textbook

Appropriate Utilization: Student Population: MR.LD.ED., adults with limited academics
Age Level: wide application
Academic Level: 5-7th grades

Brief Description: For use by general public. Provides them with knowledge and skills to meet the needs of most situations when emergency first aid is essential and medical assistance is not excessively delayed. Incorporates personal safety and accident prevention information.

Comments on Usage: A good reference book for educators. Provides illustrations and good explanations for first aid treatment.

Name of Contributor: Teresa Radebaugh

TITLE: Getting Medical Assistance
AUTHOR: McVey and Associates

Publishing Company/Supplier: Follett Publishing Co.

Format: Textbook

Appropriate Utilization: Student Population: Junior high and up
Age Level: 14 and above
Academic Level: all levels

Brief Description: Approaches medical services from visiting a doctor, a hospital and mental health clinic. It also includes forms on medical history, emergency information, physical symptoms and community health service record.

Comments on Usage: Useful in bringing across to a client what is involved when visiting doctor and which is the best way to handle medical situations.

Name of Contributor: Terry Morelli

TITLE: Health - Ablest series
AUTHOR: M. Rousseau

Publishing Company/Supplier: 309 Adult Education Special Project
Lancaster, PA

Format: Series: Ablest series
Booklet

Appropriate Utilization: Student Population: MR adults with limited academics
Age Level: adult
Academic Level: 4-5th grade

Brief Description: Short topics from feeling good to drugs to family. Topics are covered in 2 to 3 pages with short paragraphs and pictures on each page.

Comments on Usage: Useful for practicing reading while learning subject area. Short paragraphs help to cut down on frustration.

Name of Contributor: W. Barbarick

TITLE: Health, Safety and Sanitation
AUTHOR: Stephen S. Udvari/Janet Laible

Publishing Company/Supplier: Steck-Vaughn Co.
Austin, Texas

Format: Series: Family Development

Appropriate Utilization: Student Population: MR adults with limited academics
Age Level: adult
Academic Level: 4.0 to 6.0

Brief Description: This book covers a wide range of skills dealing with first aid, home safety and sanitation and knowing signs of illness.

Comments on Usage: Appropriate usage for stressing safety and first aid. This book provides step-by-step instructions for many of the skills covered.

Name of Contributor: Suzanne Berkery

TITLE: Keeping Your Health
AUTHOR: Rebecca Townsend & Katherine Townsend

Publishing Company/Supplier: Steck-Vaughn Co.
Austin, Texas Copyright 1975

Format: Series
Workbook

Appropriate Utilization: Student Population: MR adult with limited academics
Age Level: adult
Academic Level: 7th & 8th

Brief Description: Book covers wide range; physical fitness, exercise, alcohol and other drugs, cleanliness, your body-nervous system, digestive system, etc. wounds, shock, calorie, health agencies.

Comments on Usage: Overall too advanced for most of our student adult population. It could be used as source book for teacher and some exercises could be used by students.

Name of Contributor: John McKee

TITLE: This Is Your Body
AUTHOR: James B. Olsen

Publishing Company/Supplier: New Reader Press
Syracuse, New York

Format: Textbook

Appropriate Utilization: Student Population: MR adults with limited academics
Age Level: adults - all levels
Academic Level: 4.0 to 5.0

Brief Description: This textbook provides information on systems of the body and how they function. Twelve body systems are represented, each taking a chapter.

Comments on Usage: Contains many illustrations and easy reading material.

Name of Contributor: Suzanne Berkery

TITLE: Values of Health
AUTHOR: Tom Belina

Publishing Company/Supplier: Fearon Publishers, Inc.

Format: Textbook

Appropriate Utilization: Student Population: Senior High/adults
Age Level: 17 and up
Academic Level: high

Brief Description: Begins with commercial health items, continues with parts of the body, mental health, family relationships, nutrition, harmful drugs and safety outdoors.

Comments on Usage: A good basis for a health and safety curriculum because it approaches issues on a level which is easy to comprehend.

Name of Contributor: Terry Morelli

TITLE: Arithmetic Skills Workbook
AUTHOR: Calman Goozner

Publishing Company/Supplier: Amsco School Publications

Format: Workbook (perforated)

Appropriate Utilization: Student Population: LD,MR. low reading - normal adult population
Age Level: adult
Academic Level: 5-7 grade

Brief Description: The math workbook covers the fundamentals of arithmetic, including percents and word problems. Applies fundamentals to such topics as personal finances, retail buying and selling, checking accounts, graphs.

Comments on Usage: Can be used to reinforce fundamental arithmetic skills. Needs further explanations on applying the skills. Not appropriate for a low level reader.

Name of Contributor: Teresa Radebaugh

TITLE: Growth in Mathematics Levels - Blue & Red
AUTHOR: Wells, Yacano, Abbott, Spence

Publishing Company/Supplier: Harcourt, Brace, Jovanovich Center for Curriculum Development

Format: Workbook (perforated)

Appropriate Utilization: Student Population: Blue-low level non-readers (sheltered workshop)
Age Level: Elementary
Academic Level: Blue K-1 Red 2-3

Brief Description: Highly graphic, colored photos, includes basic number recognition, counting lessons, money recognition as well as simple addition, subtraction. Time skills also included.

Comments on Usage: Most effective with workshop population-highly appealing to the eye; convenient for making homework assignment since workbooks are perforated.

Name of Contributor: Gary Lott

TITLE: High School Equivalency - A Self-Teaching Program Part I (of II)
AUTHOR: Vernon A. Buck

Publishing Company/Supplier: Learning Technology Inc.
Albany, NY

Format: Workbook (programmed)
Booklet (organized into sections)

Appropriate Utilization: Student Population: GED Level students-
adults & young adults
Age Level: does not delimit-wide audience
Academic Level: at least 8th grade

Brief Description: A thorough step-by-step treatment of both fractions through decimals leading into percent, interest, and ratio.(Part I includes a listing of performance objectives and useful teacher guide) Plenty of practice with built-in motivators. Allows student to check on answers and work at own pace. Also includes small diagnostic device for readiness in front of the text.

Comments on Usage: Good with young adults or adults as either mainstay program materials or supplementary materials for GED readiness or remedial math review. Book format lends itself to either individualized or small group instruction.

Name of Contributor: Geoff Lucas

TITLE: Mastering Fundamental Mathematics
AUTHOR: David H. Galerstein

Publishing Company/Supplier: Amsco School Publications, New York

Format: Textbook

Appropriate Utilization: Student Population: MR adults with limited
academics
Age Level: wide range of application
Academic Level: 5.0 to 7.0

Brief Description: Processes of addition, subtraction, multiplication and division are explained in this text. All concepts geared towards basic skills.

Comments on Usage: This book offers a simple,straightforward approach to teaching mathematics. Many sample problems available throughout book.

Name of Contributor: Suzanne Berkery

TITLE: Number Power
AUTHOR: Jerry Howett

Publishing Company/Supplier: Contemporary Books, Inc.
Chicago

Format: Workbook

Appropriate Utilization: Student Population: adults
Age Level: Senior high/adult
Academic Level: ABE Level I

Brief Description: Book is divided into two sections: first-the four basic whole number operations; second-real-life application of first section. Good APL exercises limited to whole numbers. Reading level grade 5 (according to publisher).

Comments on Usage: Well received by students. Lots of problems in trouble spots, particularly. Inventory tests, both pre and post are helpful. Clear, concise descriptions and examples are a help to students (answer key separate booklet-has many errata)

Name of Contributor: Marion G. Kresge

TITLE: Reaching Math Competence
AUTHOR: Alfred Chant, Barbara Montalto, Barbara Eufinger

Publishing Company/Supplier: Cambridge Book Co., New York

Format: Workbook

Appropriate Utilization: Student Population: MR adults with limited academics
Age Level: wide range of application
Academic Level: 5.0 to 7.0

Brief Description: This book covers math problems necessary for every day living for adults. This book provides step-by-step directions for each concept presented.

Comments on Usage: An abundance of examples are provided in this book. It covers many skills used in the adult world.

Name of Contributor: Suzanne Berkery

TITLE: Spectrum Mathematics Series Red Book
AUTHOR: France & Clark

Publishing Company/Supplier: Laidlaw Bros.
River Forest, Ill.

Format: Workbook (perforated)

Appropriate Utilization: Student Population: Low level adults
Age Level: wide application
Academic Level: 1 and 2

Brief Description: A basic step-by-step guide to addition(carrying), subtraction (borrowing), multiplication and elementary division. Some illustrations, many word problems for reading population. Helpful "number charts" throughout (small section on measurement skills).

Comments on Usage: Effective with adults in building and remediating very basic math skills. Lot of examples and drills to reinforce and encourage retention.

Name of Contributor: Gary Lott

TITLE: Spectrum Mathematics Series Orange Book
AUTHOR: France & Clark

Publishing Company/Supplier: Laidlaw Brothers, River Forest, Ill.

Format: Workbook (perforated)

Appropriate Utilization: Student Population: low level adults, MR
Academic Level: 2-3

Brief Description: Addition and subtraction, 1 digit through 5 digit; multiplication, 3 digit by 1 digit through 3 digit by 3 digit, division basic facts through 4 and 5 digit dividends; checking in multiplication and division; and measurement. Answer section in back. Word problems, illustrations and charts throughout book.

Comments on Usage: Good for building and reinforcing skills. Plenty of drilling.

Name of Contributor: W. Barbarick

TITLE: Spectrum Mathematics Series - Yellow Book
AUTHOR: France & Clark

Publishing Company/Supplier: Laidlaw Bros. River Forrest, Ill.

Format: Workbook (perforated)

Appropriate Utilization: Student Population: MR adults with limited academics
Age Level: all ages - appropriate for adults
Academic Level: 3-4

Brief Description: Addition and subtraction 2 digit through 6 digit; multiplication 2 digit by 1 digit through 4 digit by 3 digit; division 2-5 digit dividents; addition subtraction and multiplication of fractions, and measurement. Answers in back. Word problems and helpful examples throughout.

Comments on Usage: Reinforces multiplication and division, introduction to fractions, possibly needs more reinforcement on fractions for low level students.

Name of Contributor: W. Barbarick

TITLE: Spectrum Mathematics Series Green Book
AUTHOR: France & Clark

Publishing Company/Supplier: Laidlow Bros. River Forest, Ill.

Format: Workbook (perforated)

Appropriate Utilization: Student Population: MR adult with limited academics
Age Level: all levels
Academic Level: 4-5

Brief Description: Addition and subtraction, multiplication and division of whole numbers; addition and subtractions and division of fractional numbers; measurement; addition and subtraction, multiplication and division with decimals. Word problems and descriptive examples are also provided. Answer section in back.

Comments on Usage: Useful to supplement lesson in any of above areas. The section on decimals needs more explanation than book offers. Good for reinforcing skills.

Name of Contributor: W. Barbarick

TITLE: Spectrum Mathematics Series - Purple Book
AUTHOR: Norman France

Publishing Company/Supplier: Laidlow Bros.

Format: Series
Workbook

Appropriate Utilization: Student Population: Junior high school
Age Level: 13-14
Academic Level: intermediate - high

Brief Description: The last in a series of workbooks teaching mathematics-involves equations, percents, geometry, compounding interest.

Comments on Usage: Useful in teaching a mathematics course which includes all aspects.

Name of Contributor: Terry Morelli

TITLE: Spectrum Mathematics Series - Blue Book
AUTHOR: France & Clark

Publishing Company/Supplier: Laidlaw Bros. River Forest, Ill.

Format: Workbook (perforated)

Appropriate Utilization: Student Population: MR adult with limited academics
Age Level: all levels/high
Academic Level: 5-6

Brief Description: Addition, subtraction, multiplication, and division of whole numbers, of fractional numbers and with decimals; ration and proportion, decimals, fractions and percent, simple interest, geometry, perimeter and area, and volume. Word problems. No answer key.

Comments on Usage: Quite advanced.

Name of Contributor: W. Barbarick

TITLE: 57 Daisy Place (Let's Get It Together)
AUTHOR: Martha Davis Dunn

Publishing Company/Supplier: Ginn and Co. A Xerox Education Co.
Lexington, MA copyright 1974

Format: Textbook
Series

Appropriate Utilization: Student Population: Adult MR with limited academics
Age Level: adult
Academic Level: 7th-9th

Brief Description: About people who live in an apartment building, young and old from different life styles, sharing common need - Food, how to choose, prepare and serve food, food is more than just eating, how to cook, serve, shop.

Comments on Usage: Well written and with some good illustrations. It cannot be used by our student population. Reading level is for most part too high and situations described do not directly apply to them.

Name of Contributor: John McKee

TITLE: Getting Ready to Cook
AUTHOR: Ann A. Weaver

Publishing Company/Supplier: Pacemaker Book/Fearon Publishers,Inc.
Belmont, California copyright 1974

Format: Series
Workbook

Appropriate Utilization: Student Population: MR adult with limited academics
Age Level: adult
Academic Level: 5th-8th

Brief Description: Chapters include: what to buy for your kitchen, learning to use your stove, measuring ingredients, learning about recipes, health and safety in the kitchen, serving meals, cleaning up, kitchen dictionary.

Comments on Usage: Well put together workbook, simple to read text, illustrations of utensils, boiling, draining, measurements, oven burner, knobs, setting table, list of cooking terms. Can be used well with our student population.

Name of Contributor: John McKee

TITLE: Planning Meals and Shopping
AUTHOR: Ann A.Weaver

Publishing Company/Supplier: Fearon Publishers, Inc.

Format: Textbook
Workbook

Appropriate Utilization: Student Population: Senior High/Adult
Age Level: 18 and up
Academic Level: all levels

Brief Description: Includes, choosing right foods, planning meals, (daily/weekly) making a shopping list, choosing a food store, budgeting, storing food.

Comments on Usage: Excellent for the areas covered. The follow-up activities would involve actual food shopping and cooking.

Name of Contributor: Terry Morelli

TITLE: Your Food Dollar
AUTHOR: J. Bryant, A. Howell, K. Glapa

Publishing Company/Supplier: Household Finance Corp.
Chicago

Format: Booklet

Appropriate Utilization: Student Population: MR adult with limited academics
Age Level: adults
Academic Level: 6th-7th

Brief Description: Topics include: managing your food dollars, shopping for food, using food buying guides and storing and preparing food at home. Charts to accompany explanation. Subtopics in dark print. Simulated pictures.

Comments on Usage: Printing is too small. Reading is lengthy for lower groups. Need advanced attention spans and reading skills.

Name of Contributor: W. Barbarick

TITLE: Banking, Budgeting and Employment
AUTHOR: Art Lennox

Publishing Company/Supplier: Frank E. Richards Publishing Co.
New York, New York

Format: Workbook

Appropriate Utilization: Student Population - MR/LD/ED Adult with limited academics
Age Level - Wide application
Academic Level - 4.0

Brief Description: This workbook contains step by step directions for forms, applications and other papers regarding banking and employment. Realistic information utilized to teach skills.

Comments on Usage: An abundance of exercises, forms, puzzles, etc., related to banking and employment forms. Basic terminology used throughout workbook.

Name of Contributor: Suzanne Berkery

TITLE: Banking Workbook
AUTHOR:

Publishing Company/Supplier: Interpretive Education

Format: Workbook - to be used along with Banking Film Strip Series

Appropriate Utilization: Student Population - MR/LD/ED Adult with limited academics
Age Level - Appropriate for adults
Academic Level - 3-4

Brief Description: Designed to be used as a workbook supplement for five filmstrips. Contains only brief explanations and no examples of how to fill out forms. Gives adequate numbers of practice forms, including for instance, savings account deposit slips, withdrawal slips and checks.

Comments on Usage: It could be used without the filmstrips if the teacher was supplying the detailed information, instruction and examples.

Name of Contributor: Mary Burgents

TITLE: Budgeting
AUTHOR: McVey and Associates, Inc.

Publishing Company/Supplier: Follett Publishing Co.

Format: Textbook - Workbook

Appropriate Utilization: Student Population - Junior High and up
Age Level - 14 and above
Academic Level - All levels

Brief Description: Explains all aspects of budgeting beginning with the budgeting plan and includes activities for each area.

Comments on Usage: Can be used as a guideline to teaching budgeting because it covers all areas and provides pertinent activities.

Name of Contributor: Terry Morelli

TITLE: Dollars and Sense
AUTHOR: Jeri Schapiro

Publishing Company/Supplier: Scholastic Book Services
New York, New York

Format: Workbook

Appropriate Utilization: Student Population - MR/LD/ED Adults with limited academics
Age Level - Wide application
Academic Level - 4.0 to 6.0

Brief Description: Information covering everyday consumer situations; comparing prices, advertising appeals, consumer complaints, etc. Information covering money management situations; wise use of credit cards, bank information, budgeting and check writing.

Comments on Usage: This book touches on a wide variety of skills for consumer education and money management, but it does not greatly emphasize most of the skills. Skills are presented with open-ended plays, rating charts, cartoons, etc.

Name of Contributor: Suzanne Berkery

TITLE: Family Money Management
AUTHOR: Stephen S. Udvari/Janet Laible

Publishing Company/Supplier: Steck-Vaughn Company
Austin, Texas

Format: Series - Family Development

Appropriate Utilization: Student Population - MR/LD/ED Adults with limited academics
Age Level - Adult
Academic Level - 4.0 to 6.0

Brief Description: This book contains information about understanding income, figuring expenses, spending plans, credit, financial security, and keeping family records. This book covers a wide range of skills dealing with everyday financial needs.

Comments on Usage: This book provides an abundance of information concerning money saving and spending and dealing with financial problems, but it is not a workbook and does not provide many problems-solving situations or many questions to answer.

Name of Contributor: Suzanne Berkery

TITLE: It's Your Money - Book 2
AUTHOR: Feinstein and Maley

Publishing Company/Supplier: Steck-Vaughn - Copyright 1973

Format: Series
Workbook

Appropriate utilization: Student Population - High School - Adults
Age Level - Geared for young adults - adults
Academic Level - 7.5 reading level

Brief Description: Five units with supplemental exercises covering: (1) Basic Number Operations Review (2) Installment Buying and Contracts (3) Loan Systems (4) Auto Insurance (5) Life Insurance and Social Security

Comments on Usage: Requires some sophistication from student to interpret formats, charts and a relatively high reading level. Good units on Insurance and Social Security.

Name of Contributor: Gary W. Lott

TITLE: Knowing How To Budget and Buy
AUTHOR: H. Mac Bohlman

Publishing Company/Supplier: Follett Publishing Co.

Format: Textbook

Appropriate Utilization: Student Population - Adults/Senior High
Age Level - 18 and up
Academic Level - High

Brief Description: Goes into ordinary expenses, grocery shopping, bargains, brand vs. store labels, advertising and government role in consumerism.

Comments on Usage: Supplements other materials when teaching consumer education and budgeting.

Name of Contributor: Terry Morelli

TITLE: Money Makes Sense
AUTHOR: Charles H. Kahn, J. Bradley Hanna

Publishing Company/Supplier: Fearon-Pitman Publishers, Inc.
Belmont, California 94002
Copyright 1972

Format: Series
Workbook

Appropriate Utilization: Student Population - MR/LD/ED Adult with limited academics
Age Level - Adult
Academic Level - 1-2-3

Brief Description: Has short story of money and story of U.S.A. coins then progressive exercises from basic coin recognition, adding same coins, adding variety of coins, matching written amounts, purchasing illustrated items and amounts of coins-moneys.

Comments on Usage: Text and illustrations at beginning are too low level but rest of text and exercises are very well adapted to our adult student population for basic coin recognition and counting change.

Name of Contributor: John McKee

TITLE: Money Management - Ablest Series
AUTHOR: M. Rousseau

Publishing Company/Supplier: 309 Adult Education Special Project
Lancaster, PA

Format: Series

Appropriate Utilization: Student Population - MR/LD/ED Adults with limited academics
Age Level - Adults
Academic Level - 4-5th

Brief Description: Where your money goes broken down: Food, Appliances, Recreation, Transportation, Housing, Clothing and Miscellaneous. Short paragraphs with pictures.

Comments on Usage: Good for short attention span, eliminates reading frustration. If non-reader can grasp idea from picture.

Name of Contributor: W. Barbarick

TITLE: Paycheck
AUTHOR: Prepared by Clarion House - Accent/Jobs

Publishing Company/Supplier: Follett Educational Corp.
Chicago, Illinois

Format: Booklet

Appropriate Utilization: Student Population - MR/LD/ED Adults with limited academics
Age Level - All ages
Academic Level - 4 up

Brief Description: Narrative form, using a story to explain a paycheck including: stub, taxes and other deductions. They show tax deduction charts for married, single, weekly and bi-weekly. Test at the end of the booklet.

Comments on Usage: Useful for banking, money management practice. Gets a little complex for lower students to use chart.

Name of Contributor: W. Barbarick

TITLE: Using Money Series I, II, III, IV
AUTHOR: John D. Wool

Publishing Company/Supplier: Frank E. Richards Publishing Co., Inc.

Format: Series
Workbook

Appropriate Utilization: Student Population - MR/LD/ED Adults with limited academics
Age Level - 16-up
Academic Level - 1-4

Brief Description: I - Learn name and value of money
II - Making change from a purchase
III - Learn to shop and spend your money wisely
IV - Learn to manage your money

Comments on Usage: This series is useful for developing basic skills in each area.

Name of Contributor: W. Barbarick

TITLE: Working Makes Sense
AUTHOR: Charles Kaln, Bradley Hanna

Publishing Company/Supplier: Fearon Publishers, Inc.

Format: Workbook - perforated pages

Appropriate Utilization: Student Population - MR/LD/ED Adults with limited academics
Age Level - All ages
Academic Level - 4-6

Brief Description: Covers a wide variety of math skills related to work, along with life skills: calculating wages and hours, making purchases, counting change, utilizing a savings and checking account. Math skills emphasized include: addition, subtraction, multiplication, division and percentages.

Comments on Usage: Working Makes Sense does not contain an in depth explanation of any one skill, but introduces a wide variety. It could serve as a review text after a skill is taught. It serves to put a math skill into a practical realm of daily usage.

Name of Contributor: Mary Burgents

TITLE: Be Informed Series - Units 1-10
AUTHOR:

Publishing Company/Supplier: New Readers Press, Division of Laubach Literacy International
Syracuse, New York

Format: Series - Bound Notebook

Appropriate Utilization: Student Population - MR/LD/ED Adults with limited academics
Age Level - Adult
Academic Level - 3rd to 4th grade

Brief Description: Personal information including the following units: Personal Credit, Buying a Car, Owning a Car, Buying a House, Personal Insurance, Renting a Place to Live, Find a Job, News Media, Taxes, and Banking. Each unit is broken down to short reading segments with Review Exercises at the end, also Answer Keys are provided.

Comments on Usage: Inexpensive and flexible for classroom. Students participate by reading, writing, thinking and discussing. List of teaching aids and publishers' addresses.

Name of Contributor: W. Barbarick

TITLE: Be Informed Series - Units 11-20
AUTHOR: Publisher

Publishing Company/Supplier: New Readers Press, Division of Laubach Literacy International
Syracuse, New York

Format: Series - Bound Notebook

Appropriate Utilization: Student Population - MR/LD/ED Adults with limited academics
Age Level - Adults
Academic Level - 3rd to 4th grade

Brief Description: Personal information including following units: Mental Retardation, Marriage, Measurements, Wise Buying, Using the Library, Money, Drugs, Nutrition, Population, and Pollution. Each unit is broken down to short reading segments with Review Exercises at the end, also Answer Keys are provided.

Comments on Usage: Inexpensive and flexible for classroom. List of Teaching Aids and Publishers' addresses.

Name of Contributor: W. Barbarick

TITLE: Getting Applications Right
AUTHOR: Jeri Schapiro

Publishing Company/Supplier: Scholastic Magazines, Inc.

Format: Other - Spirit Masters and Transparencies

Appropriate Utilization: Student Population - MR/LD/ED Adults with limited academics
Age Level - Written for Junior High/Senior High suitable for adults
Academic Level - 4-6

Brief Description: Spirit masters and transparencies of various forms, such as job applications, social security applications, car loan applications, credit applications, bank forms, driver's license applications and mail order blanks.

Comments on Usage: Saves searching time on the teacher's part. All forms require good reading and writing skills. All forms are actual size, making the writing practice realistic and practical

Name of Contributor: Mary Burgents

TITLE: Let's Get It Together Series (Everybody Guesses)
AUTHOR: Mildred Luckhardt

Publishing Company/Supplier: Ginn and Company
A Xerox Education Company

Format: Series

Appropriate Utilization: Student Population - Adults
Age Level 18 and above
Academic Level - High level academics

Brief Description: Introduces people and what they tell about themselves by the way they dress. They want to know how and what to choose in order to create impressions that are personnally important.

Comments on Usage: Good for Grooming Class when involved in the importance of appropriate dress. Also can be used as a counseling measure.

Name of Contributor: Terry Morelli

PERSONAL INFORMATION

TITLE: The Money Series
AUTHOR: Glen Husak, Patricia Pahre, Jane Stewart

Publishing Company/Supplier: Hopewell Books, Inc.

Format: Series

Appropriate Utilization: Student Population - High interest/low level adolescents and adults
Age Level - Junior High to Adult
Academic Level - 1-3

Brief Description: High interest/low level reading with some pages for completion. Minimal reasoning ability required. Clear direct format. Ten small booklets (avg. 40 pgs.); "Buying Furniture for Your Home", "Buying a House", "Banking", "How to Borrow Money", "How to Buy Food", "How to Buy Clothes", "Finding a Place to Live", "How to Budget Your Money", "Where to Get Medical Help", "Insurance".

Comments on Usage: Group oral reading or individually assigned. Use in survival reading classes. I have used them with my primer level adults with excellent results. Can be used to stimulate further discussion of topic area. Adult approach and yet stressing basic survival words.

Name of Contributor: Marilyn A. McClelland

TITLE: Application Forms
AUTHOR: Benjamin Piltch

Publishing Company/Supplier: Frank E. Richards

Format: Workbook

Appropriate Utilization: Student Population - MR/LD/ED Adults with limited academics
Age Level - Applicable for adults
Academic Level - 1-4

Brief Description: Contains a variety of sample application forms. Application concepts are introduced with a variety of directions for each concept. Eighteen key questions found in various forms are repeated throughout the book. Contains a skill check list and list of questions for role playing for the teacher's use.

Comments on Usage: Can be used with adults with limited reading ability. The focus is on repetition of key terms.

Name of Contributor: Mary Burgents

TITLE: Finding Work
AUTHOR: McVey and Associates, Inc.

Publishing Company/Supplier: Follett Publishing Co.
Chicago, Illinois

Format: Workbook

Appropriate Utilization: Student Population - MR/LD/ED Adults with limited academics
Age Level - Wide application
Academic Level - 4.0 to 6.0

Brief Description: This workbook concentrates on skills needed to find a job. It covers many aspects of job-finding skills.

Comments on Usage: This is an all-inclusive workbook with many directed activities.

Name of Contributor: Suzanne Berkery

TITLE: How to Get a Job and Keep It (Revised)
AUTHOR: Dorothy Y. Goble

Publishing Company/Supplier: Steck-Vaughn
Copyright 1975

Format: Workbook

Appropriate Utilization: Student Population - Readers interested in job search techniques
Age Level - High School - Adults
Academic Level - Approximately 7-8 grade level

Brief Description: Six units - the first five of which concern finding the right job and include topics such as: reading help wanted ads, using the telephone and yellow pages, job application forms (sample included) and answering the interviewer's questions. Unit 6 deals with the first day on the job. Figuring wages and keeping the job.

Comments on Usage: Written exercises accompany each unit and are effective for homework assignments.

Name of Contributor: Gary W. Lott

TITLE: How to Get a Job and Keep It (Revised)
AUTHOR: Dorothy Y. Goble

Publishing Company/Supplier: Steck-Vaughn Co.

Format: Workbook

Appropriate Utilization: Student Population - Junior High - Slow learner, Adolescent and Adult - MR or Handicapped
Age Level - Junior High to Adult
Academic Level - 3-6

Brief Description: Six units with step by step process of job hunting. Student must complete social security application, job application, interpret want-ads, use phone book, understand paycheck deductions. Glossary at end of book, average reading skills needed, comprehension and reasoning ability needed.

Comments on Usage: Group or individual. Good reference source for student when completed. Self-explanatory. Each unit can be used independently of the others. Used to reinforce basic skills of job hunting.

Name of Contributor: Marilyn A. McClelland

TITLE: The Jobs Book: How to Find and Keep a Job
AUTHOR: Jeri Schapiro

Publishing Company/Supplier: Scholastic Book Services
New York, New York

Format: Workbook
Series

Appropriate Utilization: Student Population - MR/LD/ED Adults with limited academics
Age Level - Adult
Academic Level - 5-6th grade

Brief Description: Six sections including: Who Are You, Getting Ready, Before You Start, Starting Out, On-The-Job, What Can You Do Now. Descriptive pictures and work sheets to go with explanations.

Comments on Usage: Excellent, form broken down to concise paragraphs with topic headings.

Name of Contributor: W. Barbarick

TITLE: Occupations - Ablest Series
AUTHOR: M. Rousseau

Publishing Company/Supplier: 309 Adult Education Special Project
Lancaster, PA

Format: Series - Ablest

Appropriate Utilization: Student Population - MR/LD/ED Adults with limited academics
Age Level - Adult
Academic Level - 4th-5th grade

Brief Description: Brief description on different job, looking for a job, getting a job and keeping a job. Section in middle for Spanish and French translation. Short paragraphs with pictures.

Comments on Usage: Good brief introduction to occupations.

Name of Contributor: W. Barbarick

TITLE: Out of Work
AUTHOR: Stephen Ludwig

Publishing Company/Supplier: New Readers Press

Format: Textbook

Appropriate Utilization: Student Population - Adults
Age Level - 18 and above
Academic Level - High academic level

Brief Description: Deals with the special problem of unemployment. Includes special information to deal with unemployment.

Comments on Usage: Can be used as a supplement to a pre-employment curriculum or in a counseling sequence for a student who lost his job.

Name of Contributor: Terry Morelli

TITLE: Machine Age Riddles
AUTHOR: Calvin Greatsinger

Publishing Company/Supplier: New Readers Press
Copyright 1975

Format: Textbook
Series

Appropriate Utilization: Student Population - Slow Readers. Non-Readers, LD and EMR
Age Level - Any
Academic Level - 3-4

Brief Description: The Textbooklet is from the Practice in Survival Reading Series (Level 1). It includes line drawings of articles such as; alarm clocks, change machines, fire alarms, and other common "survival recognition" items.

Comments on Usage: Very effective in community skill courses to teach important recognition skills. Most effective when used in conjunction with the actual items, as on community field trips.

Name of Contributor: Gary W. Lott

TITLE: The New Streamlined English Series - Book 1 (Green)
AUTHOR: Laubach, Kirk, Laubach Sounds and Names of Letters

Publishing Company/Supplier: New Readers Press
Copyright 1969

Format: Series
Workbook

Appropriate Utilization: Student Population - Non-readers - Beginning readers
Age Level - Elementary - Adult
Academic Level: Approximately Grades 0-1

Brief Description: Picture symbols with letters superimposed are used to introduce word retention skills. For example, the word cup is taught via a picture of a cup with a "C" forming part of the picture. Picture symbols are abandoned after the 5th lesson. Lots of room to practice printing and repetitive sing-song type stories. Accompanying teacher guides available.

Comments on Usage: The workbook works well for non-reading MR's up to the point where pictures are abandoned. At this point, many students become lost. Format is reminiscent of the reading primers used in the 50's with cantilever style repetitions used extensively.

Name of Contributor: Gary W. Lott

TITLE: The New Streamlined English Series Book 2 (Red) Short Vowel Sounds
AUTHOR: Laubach, Kirk, Laubach

Publishing Company/Supplier: New Readers Press
Copyright 1966

Format: Series
Workbook

Appropriate Utilization: Student Population - Elementary - Adult Beginning Readers
Age Level - Elementary-Adult
Academic Level - Approximately 1-2

Brief Description: Introduces vowel sounds individually using pictures to reinforce retention. Follows up with short stories using new words and fill in the missing vowel exercises. Homework pages provided. Many illustrations are outdated.

Comments on Usage: In my opinion this workbook does not meet the needs of the beginning reader of 1979. It does provide ample opportunity for practicing one's printing skills.

Name of Contributor: Gary W. Lott

TITLE: The New Streamlined English Series - Book 4
AUTHOR: Laubach, Kirk, Laubach

Publishing Company/Supplier: New Readers Press
Copyright 1968

Format: Series
Workbook

Appropriate Utilization: Student Population - Beginner readers
Age Level - Adult
Academic Level - 3rd - 4th

Brief Description: Book consists of series of lessons - oo, ou, ow, au, aw. How they appear in words with illustrated pictures and a story using words, also practices in use of word and story content. Also chapter on cursive writing, also on punctuation, syllables.

Comments on Usage: This book can be used when tutoring some of our adult student population in reading, spelling and basic penmanship.

Name of Contributor: John McKee

TITLE: The New Streamlined English Series - Book 5
AUTHOR: Laubach, Kirk, Laubach

Publishing Company/Supplier: New Readers Press
Laubach Literacy International

Format: Workbook

Appropriate Utilization: Student Population - Beginner Readers
Age Level - Adult
Academic Level - Intermediate/High 4th-5th

Brief Description: Explains speech patterns, plurals, silent letters, symbols, grammar, spelling.

Comments on Usage: To be used in teaching an English series - Book 5 in a series.

Name of Contributor: Terry Morelli

TITLE: Merrill Linguistic Reading Program, I Can, 1.0
AUTHOR: Wayne Otto, Mildred Rudolph, Richard Smith

Publishing Company/Supplier: Charles E. Merrill Publishing Co.

Format: Textbook
Workbook
Supplementary worksheets

Appropriate Utilization: Student Population - used with adults
Age Level - This book is geared to slow-learning children, but is useful for all ages.
Academic Level - 1.0

Brief Description: Basal reader - uses right word approach with emphasis on matrixes and minimum contrast in spelling of words. Decoding of all vowel - consonant spelling patterns.

Comments on Usage: We have had great success with this series. We are looking for a more adult-oriented series, however.

Name of Contributor: David M. Sandham

TITLE: Read The Instructions First
AUTHOR: Calvin Greatsinger

Publishing Company/Supplier: New Readers Press
Copyright 1976

Format: Textbook
Series

Appropriate Utilization: Student Population - Community bound, interested in independent living
Age Level - Geared for adults
Academic Level - Written on approx. 5-6 grade level

Brief Description: Provides everyday examples of items requiring users to read directions. Follow-up questions encourage comprehension. Examples include directions for use of a steam iron, spray paint, laundry detergent, cake mix, etc.

Comments on Usage: Not appropriate for non-readers. Use selectively since some instructions are expressed ambiguously. Supplemental activity: Have students bring in common items requiring that instructions be read.

Name of Contributor: Gary W. Lott

TITLE: Reading Achievement
AUTHOR: Irene M. Reiter

Publishing Company/Supplier: Cambridge Book Co.

Format: Workbook

Appropriate Utilization: Student Population - MR/LD/ED Adults with limited academics
Age Level - Adult
Academic Level - 7th-8th grade

Brief Description: Workbook stresses essential life skills and develops reading skills in the following areas: Saving Your Money, Paying Your Bills, Buying on Credit, etc.

Comments on Usage: Covered wide range of areas relevant to an adult learner. Aids the student in becoming literate enough to handle themselves as consumers and family members.

Name of Contributor: Teresa Radebaugh

TITLE: News for You
AUTHOR: Nancy Gridley

Publishing Company/Supplier: Laubach Literacy International
Box 131
Syracuse, New York 13210

Format: Other - Newspaper (weekly) Comes in an "A" and "B" edition

Appropriate Utilization: Student Population - Adults and young adults
Age Level - Wide application
Academic Level - "A" Edition - 3-4 grade
"B" Edition - 4-6 grade

Brief Description: Half the paper is national and international news, the other portion contains useful items on health, law, family budget, sports, jobs and entertainment. Includes a helpful instructor's aid so lessons can be developed in vocabulary, reading comprehension and critical thinking. The format is mature with an excellent base of information.

Comments on Usage: This would be a good aid for reading classes, current events and social studies. Its high-interest, low-level format is used in our learning center as a regular item in our lendable library. Portions of the newspaper lend themselves nicely as supplemental exercises in locating the answer, finding the main idea, working with context. As a social studies aid, its articles deal with current events. The paper has a puzzle section with a regular crossword or anagram; these usually reinforce a general concept or topic.

Name of Contributor: Geoff Lucas

TITLE: Reading Competance
AUTHOR: Sherry Royce

Publishing Company/Supplier: Cambridge
Copyright 1977

Format: Workbook

Appropriate Utilization: Student Population - High School - poorly motivated adults
Age Level - Age appropriate for all adults
Academic Level - Approx. 6-7 grade level

Brief Description: A compendium of basic survival reading covering topics such as; consumer ed., smoking and health, reading thermometers, traffic signs, maps, abbreviations, telephone book, measurement skills, using the dictionary and application forms, etc.

Comments on Usage: Excellent for occasional use - full of "mini lesson" on virtually any community living skill. Well illustrated and photos included. Don't let the initial "hodgepodge" appearance fool you. A useful workbook.

Name of Contributor: Gary W. Lott

TITLE: Reading Performance
AUTHOR: Cambridge Book Co.

Publishing Company/Supplier: Cambridge Book Co.

Format: Textbook
Workbook

Appropriate Utilization: Student Population - MR/LD/ED Adults with limited academics
Age Level - 18 and up - adults
Academic Level - high

Brief Description: Teaches reading through community activities (calling a doctor, applying for a job, buying and caring for a car, eating out, applying for license and voting.)

Comments on Usage: Can be used to supplement all involved curriculums but emphasizes reading practices necessary.

Name of Contributor: Terry Morelli

TITLE: Real Life Reading Skills
AUTHOR: Beatrice Jackson Levin

Publishing Company/Supplier: Scholastic Book Services

Format: Textbook
Workbook

Appropriate Utilization: Student Population - Adults
Age Level - 18 and up
Academic Level - Intermediate - High

Brief Description: Presents reading with real life materials as found in the community (recipes, signs, newspaper columns, comics, etc.)

Comments on Usage: Good in teaching reading skills to those with basic skills, but who could use more instruction.

Name of Contributor: Terry Morelli

TITLE: Facts About Sex
AUTHOR: Sol Gordon

Publishing Company/Supplier: The John Day Company
An Intext Publisher

Format: Textbook

Appropriate Utilization: Student Population - MR/LD/ED Adults with limited academics
Age Level - Wide application
Academic Level - low reading level

Brief Description: Practical information about sex. The author discusses male and female anatomy, human reproduction, sex, sex problems, love and a special section of the ten most common questions asked.

Comments on Usage: Used in teaching all facets of sex education because it is a basic source of information.

Name of Contributor: Terry Morelli

TITLE: Facts About V.D.
AUTHOR: Sol Gordon

Publishing Company/Supplier: John Day Company
New York
Intext Publisher

Format: Textbook

Appropriate Utilization: Student Population - Junior High MR/LD/ED limited academic adults
Age Level - Junior High
Academic Level 4-5th

Brief Description: Contains general information about Veneral Disease and other sexual transmissable diseases, including descriptions, symptoms, prevention and cure. Includes a two page synopsis in Spanish.

Comments on Usage: Can be used in sex education course for all ages, although written for teenagers. The references to teenagers are not frequent and the information given is applicable to all ages.

TITLE: Family Planning
AUTHOR: Kern Adult Literacy Council

Publishing Company/Supplier: New Readers Press

Format: Booklet

Appropriate Utilization: Student Population - MR/ED/LD Adults with limited academics
Age Level - Adult
Academic Level - 3-4

Brief Description: An adaption of Planned Parenthood's, To Be A Mother, To Be A Father. The reading level was lower considerably. Contains anatomy rationale for family planning, methods of birth control.

Comments on Usage: In lower reading level, some information was left out. This is a good booklet to give out to students. More detailed explanation should supplement the booklet in a classroom situation.

Name of Contributor: Mary Burgents

TITLE: Having a Baby
AUTHOR:

Publishing Company/Supplier: New Readers Press

Format: Series
Booklet

Appropriate Utilization: Student Population - Adults
Age Level - Young adults
Academic Level - 6

Brief Description: A series of booklets on having a baby. All contained detailed concise information - series includes Conception and Pregnancy, Prenatal Care, Giving Birth, The first Six Weeks, The Baby and the Family, Unwed Mother.

Comments on Usage: May be utilized in a sex education or parenthood education course. May contain information in too great of detail to be covered in the allotted time for a course. May be a good supplementary source of information for certain students.

Name of Contributor: Mary Burgents

SEX EDUCATION

TITLE: Our Bodies, Our Selves
AUTHOR: Boston Women's Health Book Collective
Alice Mayhew - Editor

Publishing Company/Supplier: Simon and Schuster
New York

Format: Textbook

Appropriate Utilization: Student Population - MR/LD/ED Adults with limited academics
Age Level - Adults
Academic Level - High reading level

Brief Description: All aspects of sexuality, sexual relationships and reproduction are explored in this text. Each chapter is devoted to a specific concern. Book was written by a group of women, therefore many different opinions are expressed.

Comments on Usage: This text is more appropriate as a reference and guide book for the instructor and the class. Also useful to read specific selections to class to stress a concept or reinforce a point.

Name of Contributor: Suzanne Berkery

TITLE: Planning Your Family
AUTHOR: Maxine Phillips

Publishing Company/Supplier: New Readers Press

Format: Booklet

Appropriate Utilization: Student Population - MR/LD/ED Adults with limited academics
Age Level - High School - Adults
Academic Level - 5-6

Brief Description: Emphasis is on methods of birth control. Contains a section in (1) male, female anatomy (2) birth control methods - The Pill, The IUD, The Diaphragm, Condom, Creams, Foams and Jelly (3) Information concerning referral to Planned Parenthood (4) How To Get Pregnant (5) Sterilization

Comments on Usage: Ideal for a sex education class. Concise, yet information is complete.

Name of Contributor: Mary Burgents

TITLE: Ready Or Not (Let's Get It Together)
AUTHOR: Nancy Eshelman

Publishing Company/Supplier: Ginn and Company, Xerox Education Co.
Lexington, Massachusetts 02173
Copyright 1974

Format: Textbook
Series

Appropriate Utilization: Student Population - Adult MR
Age Level - Adults
Academic Level 8th-9th

Brief Description: Situations in different families show waiting for baby, baby birth, children learn about others, as young adults, making decisions.

Comments on Usage: It is too advanced for the reading levels of most of student population. Since our population is adult, this text would not directly apply since it is for a teenager describing experiences they are presently encountering.

Name of Contributor: John McKee

TITLE: Changing Children's Behavior
AUTHOR: John D. Krombolz and Helen B. Krumboltz

Publishing Company/Supplier: Prentice-Hall

Format: Teacher resource

Appropriate Utilization: Teacher resource

Brief Description: This book presents a very readable, a very humanistic, and a very usable approach to the principle of behavior modification. It addresses the concepts of strengthening existing behavior, developing new behavior, maintaining new behavior, stopping inappropriate behavior and modifying emotional responses.

Comments on Usage: A good introduction and reference to behavior modification.

Name of Contributor: Carole Fox Abbott

TITLE: Conflict In The Classroom, 3rd edition
AUTHOR: Nicholas Long, William Morse, Ruth Newman

Publishing Company/Supplier: Wadsworth Publishing Co. 1976

Format: teacher resource

Appropriate Utilization: Teacher resource

Brief Description: This volume presents, among other topics, some excellent psycho-education strategies for the hygienic management of deviant behavior. It also expresses a very empathetic view and understanding of children with emotional problems.

Comments on Usage: An excellent resource book to help instructors recharge themselves.

Name of Contributor: Carole Fox Abbott

TITLE: Positive Addiction
AUTHOR: William Glasser

Publishing Company/Supplier: Harper & Row

Format: A slim tome discussing the phenomenon of positive addiction.

Appropriate Utilization: Teacher resource

Brief Description: This volume explores the concept Glasser has that certain positive behaviors can become addictive and, therefore, forceful agents in forming successful personalities. This is one of many of his books which supply a realistic ideology for developing worthwhile, contributing human beings.

Comments on Usage: Primarily for the personal growth of staff which will ultimately affect their students.

Name of Contributor: Carole Fox Abbott

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INDEX OF BOOK TITLES

	Page
Application Forms	33
Arithmetic Skills Workbook	16
Banking, Budgeting and Employment	24
Banking Workbook	24
Be Informed Series - 1-10	30
Be Informed Series - 11-20	30
Being An Informed Citizen	3
Budgeting	25
Buying Guides	8
Changing Children's Behavior	48
Conflict in the Classroom	48
Communications	1
Community Services	6
57 Daisy Place (Let's Get It Together Series)	22
Dollars and Sense	25
Everybody Guesses (Let's Get It Together Series)	31
Facts About Sex	44
Facts About V.D.	44
Family First Aid Guide	12
Family Money Management	26
Family Planning	45
Finding Work	33
First Aid and Personal Safety	12
Foundations of Citizenship	3
Getting Applications Right	31
Getting Medical Assistance	13
Getting Ready to Cook	22
Government By the People	4
Growth in Mathematics	16
Having A Baby Series	45
Health - Ablest Series	13
Health, Safety and Sanitation	14
High School Equivalency - A Self-Teaching Program - Part I	17
How To Get a Job and Keep It	34
In and Around (Let's Get It Together Series)	8
It's Your Money	26
The Jobs Book: How To Find and Keep A Job	35
Keeping Your Health	14
Knowing How To Budget and Buy	27
The Law For You	4
Let's Go Shopping	9
Machine Age Riddles	37
Mastering Fundamental Mathematics	17
Merrill Linguistic Program	39
Money Makes Sense	27
Money Management - Ablest Series	28
The Money Series	32
The Mott Basic Language Skills Program/Consumer Buying, Basic Numbers and Money	9

	Page
The New Streamlined English Series	
Book I	37
Book II	38
Book IV	38
Book V	39
News For You	41
Number Power	18
Occupations - Ablest Series	35
Our Bodies, Our Selves	46
Out of Work	36
Paycheck	28
Planning For Your Own Apartment	10
Planning Meals and Shopping	23
Planning Your Family	46
Reaching Math Competence	18
Read The Instructions First	40
Reading Achievement	40
Reading Competence	42
Reading Performance	42
Ready Or Not (Let's Get It Together Series)	47
Real Life Reading Skills	43
Recreation and Leisure Time Workbook	6
Signs	1
Signs Around Town	2
Spectrum Mathematics Series	
Red, Orange	19
Yellow, Green	20
Blue, Purple	21
This Is Your Body	15
Time and Telling Time	2
To Be a Good American	5
Understanding Consumer Credit	10
Using Community Resources	7
Using Money Series I, II, III, IV	29
Values of Health	15
Working Makes Sense	29
Your Food Dollar	23
Your Shopping Dollar	11